

***Scope of Services for District Improvement Financing (DIF) Feasibility Study,  
Plan Preparation and Adoption Consulting Services  
Town of Easton, Massachusetts***

***Vision***

By 2028 Easton's Five Corners is a robust mixed-use district serviced by modern roads and walkways, streetscape amenities including street and pedestrian lighting, municipal wastewater, managed parking and public green spaces.

***Desired Outcome***

A renewed Five Corners area that is home to retail businesses, professional services, residences, restaurants, and recreation. Improved public amenities and infrastructure lead to economic development, increased property values, increased tax revenue, and an overall improvement in quality of life for residents and visitors of Easton.

***Strategy***

Establish a Five Corners District Improvement Financing (DIF) district authorized by M.G.L. c. 40Q and 402 CMR 3.00 in order to create a revenue stream that can support infrastructure and beautification improvements that further the growth of the District.

***Methodology***

Execute a two-step planning process where the objective of Phase I is to determine the economic feasibility of a Five Corners DIF district. Phase II calls for the development and adoption of the district should the Phase I recommendation be positive.

**Phase I - Initial Project Review / Feasibility Analysis**

**Project Area Review and Analysis**

Phase I involves assessing the economic feasibility of establishing a District Improvement Finance (DIF) District for infrastructure and other allowed improvements within the proposed Five-Corners DIF District (District) by reviewing the proposed district, conducting field surveys and data analysis, and documenting findings. This phase should include the following actions:

- Initial meeting with Town officials to
  - Confirm expected outcomes,
  - Confirm milestones and timeline,
  - Establish roles & commitment of town resources,
  - Confirm the proposed District boundaries.
- Work with the Assessor's office to review and compare current use assessments of each parcel in the proposed District to market trends in order to ensure suitability for inclusion in the district and to adequately establish current use baseline value.
- Request report of existing conditions and capacity of public and private infrastructure from Department of Public Works.

- Project future development and uses:
  - Facilitate one-day Charette with selected representative participants,
  - Assist with preparing a compilation of outcome clearly documenting the vision and “what-if” scenarios of desired /likely future development.
- Prepare revenue forecast that considers potential uses and anticipated development/growth of the area.
- Prepare Phase I report documenting process, findings, recommendation(s) for infrastructure and allowed improvements

**Phase II – District Improvement Financing (DIF) Development District Plan and Development Program Preparation and Adoption**

Preparation for Successful Development District and Program Adoption

Assuming Phase I results in a positive economic feasibility assessment and the recommendation to the Town is to proceed with the District, the Town will proceed to Phase II during which the successful consultant will assist and guide the Town in the successful preparation and adoption of the Five Corners DIF District including:

- Preparing a Five Corners DIF District Development District,
- Preparing a Five Corners DIF District Development Program spelling out the goals of the district as identified in Phase I and the means to achieve them including:
  - Existing uses and current zoning,
  - Proposed uses and any needed zoning changes,
  - Any planned construction or renovations,
  - Current and planned infrastructure,
  - A financial plan,
  - Any other requisite information prescribed by M.G.L. c. 40Q and its implementing regulations 402 CMR 3.00 et seq.
- Preparation for and attendance at public hearings;
- Preparation for necessary adoption of Development District and Program by Town Meeting as prescribed in M.G.L. c. 40Q;
- Support in the certification of the District and Development Program by the State Economic Assistance Coordinating Council (“EACC”);
- Any other technical support required during the preparation and adoption of the Five Corners DIF District and associated Development Plan.

**Project Milestones – Phase I**

Execute contract– late July  
 Municipal Stakeholder meeting – early August  
 Visioning Charette – mid-September  
 Recommendation – October 26